Cataloger's Desktop Training: Introduction, Preferences, Browse

Presenters:
- Bruce Johnson
- Colleen Cahill

Objectives

- Provide an overview of how Cataloger's Desktop supports bibliographic control
- Present findings from subscriber focus groups
- Demonstrate Desktop's new look and feel
- Provide information about training and help resources

Training outline

- Session 1
  - Introduction   Bruce Johnson
  - Preferences   Colleen Cahill
  - Browse   Colleen Cahill
  - Help & training resources   Bruce Johnson
  - Session 1 Q&As   Colleen & Bruce

Training outline

- Sessions 2 & 3
  - 2: Search & Advanced search   Colleen Cahill
    - Thurs., August 28: 2:00 PM – 2:30 PM eastern

  - 3: Favorites   Colleen Cahill
    - Wed., August 27: 1:00 PM – 1:30 PM eastern
    - Tues., September 2, 2:00 PM – 2:30 PM eastern

Webinar instructions

- Send us your questions using the Question box as they occur to you
- We will either answer them either as they occur, OR during the Q&A session, OR afterwards

What is Cataloger's Desktop Desktop?

- Online service that provides access to nearly all of the most heavily used cataloging documentation resources. Hypertext linking make is easy to navigate among related entries in multiple resources:
  - Resource Description and Access (RDA)
  - LC-PCC Policy Statements (LC-PCC PS)
  - Anglo-American Cataloguing Rules (AACR2)
  - Subject Headings Manual
  - MARC 21 Formats & Code lists
  - Hundreds of web-based cataloging resources

How does Cataloger's Desktop support bibliographic control?

- Desktop makes it significantly easier to find answers to your cataloging questions.
- Desktop speeds up the process of finding bibliographic and authority records.
- Desktop makes it easier to train new catalogers by making it possible to incorporate cataloging documentation into online instruction.

Benefits

- Searches many specifically relevant information sources quickly
- Online material organized and searchable in a variety of ways
- Hyperlinking makes it easy to move from related sections of one publication to another
- Files are user customizable to suit their needs, e.g. create notes, custom URLs, saved searches, and bookmarks
- Copy-and-paste capability is available to create personal documentation
- Doesn't go out-of-date and good value for money
- Usable from several PCs at once (unlike a book)

A traditional cataloger's desktop

Cataloger's Desktop **CD-ROM** in 1994

Cataloger's Desktop (2004-2014)

What do Desktop subscribers want? – Search

- The focus should be on *Searching* rather than *Browsing*
- Refine searches by facets
- Focus searches to get fewer high quality hits
- Routinely consult only the most important resources
- Provide more information about each hit
- Provide a simpler, task-based Advanced search function

What do Desktop subscribers want? – Organizing resources

- Filter searches by age of resource to make it easier to see what has changed
- Be able to view resources organized by cataloging concept or by the type of material being cataloged
- Simpler process for setting up favorites and personal resource list

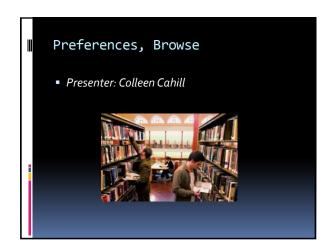### What do Desktop subscribers want? – Functionality

- Much more extensive context-sensitive help
- Help integrated within Cataloger's Desktop session
- Provide either integrated help or hovertext for every Desktop function
- Pre-defined link destinations for every paragraph

What do Desktop subscribers want? – Training

- Training on getting started with Desktop
- Training on how to use Cataloger's Desktop effectively
- Training on getting the most out of Favorites
- Training on using RDA within Desktop

Cataloger's Desktop (2004-2014)

Cataloger's Desktop (2014-   )

Preferences, Browse

- *Presenter: Colleen Cahill*

What help is available

- Most functions have brief hovertext messages
- Context-sensitive help is available throughout the product
  - www.loc.gov/cds/desktop/help/en/
- Desktop discussion list
  - www.loc.gov/cds/desktop/ugroup.html
- Training resources:
  - www.loc.gov/cds/desktop/training/
- Help from Expert users:
  - desktop-experthelp@loc.gov

Training plans

- Frequent announcements
- Webinar training being delivered August 25 – September 2
  - Recordings will be posted
- Downloadable training aids are being developed
  - Some are already ready
- Additional webinars during fall as needed
- Training resources are online at:
  - www.loc.gov/cds/desktop/training/

Session 1 Q&As

- **Q**: When will CD4 be released?
  - **A**: The rollout will begin at 5 PM eastern time on Wednesday, September 10.
- **Q**: How many webinars are required to attend?
  - **A**: You can attend as many (or as few) as you want.
- **Q**: Will auto-login still be available?
  - **A**: Yes.

Session 1 Q&As

- **Q**: Will Administrative login be changed?
  - **A**: No, but the help for this feature should be much clearer.
- **Q**: Will my current preferences carry over to the new system?
  - **A**: Some will; some won't. You will have to set up your personal resource list, but the process will be simpler. Bookmarks and shortcuts will carry over.
- **Q**:

Thank you

Bruce Johnson

bjoh@loc.gov